

WELL WOMAN PROGRAM

Program Boundary Statement

Program Quality Criteria

Program Template and Assurance Objectives

2007 Program Boundary Statement Wisconsin Well Woman Program (WWWP)

For each performance-based contract program, the Division of Public Health (DPH) has identified a Boundary Statement. The Boundary Statement sets the parameters of the program within which the Local Public Health Department (LPHD), Tribe or agency will need to set its objectives. The boundaries are intentionally as broad as federal and state laws permit to provide maximum flexibility, however, if there are objectives or program directions that the program is not willing to consider or specific programmatic parameters; those are included in the Boundary Statement.

LPHDs, Tribes, or agencies are encouraged to leverage resources across categorical funding to achieve common program goals. To date, the WWWP has not identified other programs that its program funds can be combined with.

Program Boundary Statement:

The Wisconsin Well Woman Program provides breast and cervical cancer screening services, along with referral, follow-up and patient education to women meeting the following criteria:

- Ages 45-64 (emphasis on ages 50-64 for mammography);
 - There are exceptions for women ages 35-44 with breast abnormalities;
 - There are also exceptions for women ages 35-44 who are enrolled in the Family Planning Waiver and have breast abnormalities;
- At or below 250% of the federal poverty guidelines;
- No health insurance, or insurance does not cover routine check-ups and screening, or unable to pay high deductibles and co-payments.

The WWWP will screen clients for breast cancer and cervical cancer.

The WWWP also covers testing for Multiple Sclerosis (MS), for women enrolled in the WWWP, who have high-risk symptoms or signs of MS or have been told they have MS.

Long-term Program Goal: To reduce mortality from breast and cervical cancers by increasing the number of low-income underserved uninsured women who are routinely screened, and by improving the quality of screening, referral and follow-up.

Annual Program Goal: Ensure that all WWWP clients with abnormal breast and/or cervical cancer screening test results receive timely diagnostic examinations.

Target Populations:

- Women between the ages of 50 and 64 old for mammography
- Women who have never had a Pap test or have not had one within the last five years
- African American women
- Hispanic/Latina women

- Asian women (primarily Hmong and other Southeast Asian women)
- Women living in rural areas
- Women who partner with women

References:Federal Regulations/Guidelines:

Public Law 101-354
Public Law 105-340
Public Law 106-354

State of Wisconsin Statutes:

WI Statute s. 255.06(2) – Well-woman program

Program Policies:

WWWP Policy and Procedures Manual
August 30, 2005 program update (WWWP Funding Allocations for CY 06 Consolidated Contracts)
January 18, 2006 program update (Important Changes in WWWP Eligibility)
February 23, 2006 program update (Important Changes in WWWP Eligibility and Expanded Services – Questions and Answers)

Optimal or Best Practice Guidance:

- A minimum of 75% of all mammograms should be provided to women ages 50-64 years.
- The WWWP would like to increase cervical cancer screening for women never or rarely screened.
- At least 20% of WWWP clients receiving Pap tests meet the criteria of never been or rarely screened.

Unacceptable Proposals:

Enrollment and/or screening of women under the age of 35 (please see program exceptions for women ages 35-44)

Relationship to State Health Plan: *Healthiest Wisconsin 2010:*

- Coordination of state and local public health system partnerships
- Access to primary and preventive health services
- Elimination of health disparities

**2007 Program Quality Criteria
Wisconsin Well Woman Program (WWWP)**

Generally high program quality criteria for the delivery of quality and cost-effective administration of health care programs have been, and will continue to be, required in each public health program to be operated under the terms of this contract. Contractees should indicate the manner in which they will assure each criterion is met for this program. Those criteria include:

Assessment and surveillance by public health to identify community needs and to support systematic, competent program planning and sound policy development.

Delivery of public health services to citizens by qualified health professionals in a manner that is family centered, culturally competent, and consistent with the best practices.

A. The following information applies only to breast cancer screening.

- 1) Each coordinating agency must ensure it focuses its breast cancer screening outreach efforts on women ages 50-64. Seventy-five percent of women receiving mammograms should be between the ages of 50 and 64.
- 2) Each coordinating agency must document attempts to contact annually 100% of the women enrolled in the program, where rescreening is clinically indicated, to arrange mammography rescreening examinations, and must assure that at least 50% of these women are rescreened for breast cancer.
- 3) Each coordinating agency must follow the program standards for median days between abnormal mammography results and final diagnosis for women enrolled in the program. The median days between an abnormal mammography result and final diagnosis shall be less than 60 days, with not more than 25% over 60 days.
- 4) Each coordinating agency must document attempts to follow-up 100% of the women reported to have abnormal or suspicious breast cancer screening findings to assure they understand the need for further evaluation and to assist and refer them for appropriate diagnosis and treatment.

B. The following information applies only to cervical cancer screening.

- 1) Each coordinating agency must follow the program standards for median days between abnormal Pap smear results and final diagnosis for women enrolled in the program. The median days between an abnormal Pap smear result and final diagnosis shall be less than 60 days, with no more than 25% over 60 days.
- 2) Each coordinating agency must document attempts to follow-up 100% of the women reported to have abnormal or suspicious cervical cancer screening findings to assure

they understand the need for further evaluation and to assist and refer them for appropriate diagnosis and treatment.

Record keeping that assures documentation and tracking of client health care needs, response to known health care problems on a timely basis, and confidentiality of client information.

- A. Each coordinating agency must maintain a paper system or a computerized tracking database of women from its county enrolled in the program. At a minimum, the database should include annual eligibility determination, results of screening services provided, documentation of follow-up in situations of abnormal screening results, and recommended rescreening dates.

Information, education, and outreach programs intended to address known health risks in the general and certain target populations to encourage appropriate decision making by those at risk.

- A. Each coordinating agency must document contacts made to recruit new WWWP clients with special emphasis on women 50-64 years of age. The agency must provide information and education about covered services and rescreening at appropriate intervals.

Coordination with related programs to ensure that identified public health needs are addressed in a comprehensive, cost-effective manner across programs.

A referral network sufficient to assure the accessibility and timely provision of services to address identified public health care needs.

- A. Each coordinating agency is responsible for recruiting new providers to the WWWP as needed.
- B. Women diagnosed with breast and/or cervical cancer will be referred to Well Woman Medicaid as appropriate.
- C. Each coordinating agency must document contacts with each of its WWWP providers as needed, but at least quarterly, to assess program status, identify needs, and share information.

Provision of guidance to staff through program and policy manuals and other means sufficient to ensure quality health care and cost-effective program administration.

Financial management practices sufficient to ensure accurate eligibility determination, appropriate use of state and federal funds, prompt and accurate billing and payment for services provided and purchased, accurate expenditure reporting, and, when required, pursuit of third-party insurance and Medical Assistance coverage of services provided.

- A. Each coordinating agency must ensure accurate eligibility determination whether completed by the local coordinating agency or the provider.

- B. Each coordinating agency must document attempts to ensure that billing problems between the providers and the fiscal agent are resolved.
- C. Each coordinating agency is responsible for educating clients on program-covered services and client responsibility for non-covered services.
- D. Each coordinating agency is responsible for educating providers on the WWWP and billing practices.

Data collection, analysis, and reporting to ensure program outcome goals are met or to identify program management problems that need to be addressed.

- A. Each coordinating agency must collect and report information on their local activities in the most current WWWP Local Activity Report (LAR). The LAR shall be completed and submitted to the WWWP Central Office twice a year.

2007 Wisconsin Well Woman Program Template Objectives

WWWP/General Screening

Objective Statement: By December 31, 2007, (insert number) (insert name) County residents ages 35-64 years will be screened through the Wisconsin Well Woman Program.

Deliverable: An agency generated report to document an unduplicated count of (insert name) County residents ages 35-64 years who received screening services through the Wisconsin Well Woman Program.

Context: Screening services supported by the Wisconsin Well Woman Program include breast cancer and cervical cancer. Refer to the program boundary statement and program updates for exceptions for women ages 35-44. The Wisconsin Well Woman Program also provides staged assessment for Multiple Sclerosis for high risk women.

Data Source for Measurement: Agency records.

For Your Information: Unduplicated refers to an individual client or patient counted only once toward the measurement of an objective.